Part B Unit 2 Form Practice Questions – THE PUBLISHING COMPANY

You are advised to spend 10 minutes reading the Task Scenario and the activities you are to complete.

You may make notes and/or highlight information to use in the completion of the documents you need to produce for your task.

Task Scenario

You have been asked to create a database for the East Berkshire Publishing Company. Currently all records are stored on a spreadsheet.

The Company would like to be able to store and report data on how their books are published.

An edition is the actual physical copy of a book, where they need record the type of book, publication date, edition number, number of copies sold and price.

The book type can be hardback, paperback or audio. The company wants the flexibility to add new book types at a later date.

The Publishing Company has begun work on a database that looks similar to your database from Part A.

The Publishing Company has a list of stockists who stock **one** of their books.

The stockists will have a name and a postcode. In addition, they record the original number of books ordered as well as separately recording any items that have been sold out of this order of books. Finally, the dates they received stock and any discount they get from the company is recorded.

The database needs to record information about the stockists.

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Activity 6: Creating Forms

You are given a new database for Part B. You will use this to create your forms.

It is very similar to the database you created in Part A.

All the tables have autonumbered primary keys.

Note

- The structure of the tables provided should not be changed in any way, e.g. do not add validation, do not change data types.
- You will only be required to use tblBook, tblAuthor and tblStockist.

You will provide evidence of your forms as screenprints.

Your screenprints must show:

- The DESIGN view and FORM view of all the forms you have created
- The DESIGN view of any queries you have created and used with the forms including fields and criteria
- The DATASHEET view of any queries you have created and used with the forms
- Details of any calculations, validation and macros/code you have created and used with the forms.

Ensure sufficient information is provided to allow a competent third party to maintain the database.

All text fields should be user friendly and should display the data in the correct format.

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Task 1

Create an efficient interface that will facilitate database input by producing an input form to add a book.

- The form should be ready for data entry.
- The genre must be present and valid and can only be Comedy, Thriller or Drama.
- If a user tries to add blank data or invalid data an error message must be displayed.
- Valid data should be appended to the book table.
- An appropriate message will be displayed to the user.

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Task 2

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Task 3

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